

**GENERAL INFORMATION**

<i>TITLE:</i>	Chief Academic Officer (CAO)
<i>DEPARTMENT:</i>	Administration
<i>LICENSURE:</i>	Professional Educator License (PEL)
<i>ENDORSEMENT:</i>	General Administrative
<i>REPORTS TO:</i>	Superintendent
<i>SUPERVISES:</i>	<ol style="list-style-type: none"><li>1. Building Certified and Non-Certified Staff</li><li>2. Other resource and service personnel</li></ol>
<i>CONTRACT:</i>	Twelve months. Salary and work year to be established by the Board.
<i>PRIOR EXPERIENCE:</i>	Full/part-time experience as a teacher or certified employee in an educational setting
<i>QUALIFICATIONS:</i> Evaluation Endorsement	<ol style="list-style-type: none"><li>1. ISBE Teacher Evaluation Endorsement, ISBE Principal</li><li>2. Such alternatives to the above qualifications as the Board may find appropriate and acceptable</li></ol>

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**Position Summary:**

The Chief Academic Officer serves as a key member of the Superintendent's leadership team, providing strategic direction and coherence for teaching, learning, and student support systems across District 427. This role ensures alignment of curriculum, instruction, assessment, and student services to advance academic success for all students in a future-ready learning environment.

The CAO leads with a deep commitment to innovation, equity, and continuous improvement—designing systems that empower educators and prepare students with the skills, knowledge, and dispositions needed for success beyond graduation.

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**Qualifications:**

- Master's degree in Educational Leadership, Curriculum & Instruction, or related field (required); Doctorate preferred
  - Illinois Professional Educator License (PEL) with administrative endorsement (required) and Superintendent endorsement (preferred).
  - Demonstrated district-level administrative experience (required)
  - Prior building-level leadership experience (principal/assistant principal) strongly preferred
  - Proven experience leading curriculum, instruction, assessment, and/or student services
  - Experience designing and implementing systems that support future-ready learning environments
  - Strong understanding of MTSS, inclusive practices, and multilingual education
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**Key Responsibilities:**

**Strategic Academic Leadership**

- Lead the development and implementation of a coherent PreK–12 academic vision aligned to District 427's strategic priorities
- Design and implement systems that support future-ready learning, including innovative instructional practices and student-centered learning experiences
- Ensure alignment of curriculum, instruction, assessment, and student supports across all schools

**Leadership & Supervision**

- Supervise and support:
  - Director of Learning & Teaching (elementary and secondary)
  - Director of Student Services
  - Director of Multilingual Education
- Build leadership capacity through coaching, collaboration, and aligned goal setting
- Ensure coherence and collaboration across departments to support the whole child

**Curriculum, Instruction & Assessment**

- Oversee the development, implementation, and continuous improvement of curriculum and instructional practices
- Lead systems for data-informed decision-making, including assessment and progress monitoring

- Ensure high-quality, evidence-based instructional strategies are implemented district-wide

### **Student Support Systems**

- Ensure strong implementation of Multi-Tiered Systems of Support (MTSS) for academic, behavioral, and social-emotional needs
- Promote inclusive practices that support all learners, including students with disabilities and multilingual learners
- Align student services to support equitable access and outcomes

### **Future-Ready Systems & Innovation**

- Design structures that prepare students for college, career, and life readiness
- Integrate instructional technology and innovative practices to enhance learning experiences
- Lead the development of systems that are sustainable, scalable, and responsive to evolving educational needs

### **Professional Learning & Capacity Building**

- Lead the design and implementation of high-quality professional learning aligned to district priorities
- Foster a culture of continuous improvement and collaboration across all schools
- Support principals and teacher leaders in strengthening instructional leadership

### **Communication & Collaboration**

- Serve as a key advisor to the Superintendent on academic and student service matters
- Communicate clearly with the Board of Education, staff, families, and community stakeholders
- Build strong partnerships to support student success and district initiatives

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### **Core Competencies:**

- **Visionary Leadership:** Creates and sustains a future-ready academic vision
- **Systems Thinking:** Designs coherent structures that align people, practices, and resources
- **Collaboration:** Builds strong, trust-based relationships across teams
- **Instructional Expertise:** Deep understanding of teaching, learning, and assessment
- **Continuous Improvement:** Uses data and feedback to refine systems and practices

**Work Environment:**

- District office setting with regular visits to schools, classrooms, and community engagement events.

Salary: **\$139,000 – \$165,000** (*Commensurate with experience and educational background*)